

*Please provide the following information, and submit to the NOAA DM Plan Repository.*

**Reference to Master DM Plan (if applicable)**

*As stated in Section IV, Requirement 1.3, DM Plans may be hierarchical. If this DM Plan inherits provisions from a higher-level DM Plan already submitted to the Repository, then this more-specific Plan only needs to provide information that differs from what was provided in the Master DM Plan.*

URL of higher-level DM Plan (if any) as submitted to DM Plan Repository:

**1. General Description of Data to be Managed****1.1. Name of the Data, data collection Project, or data-producing Program:**

ESA Species Listings

**1.2. Summary description of the data:**

Proposed species are those candidate species that were found to warrant listing as either threatened or endangered and were officially proposed as such in a Federal Register notice after the completion of a status review and consideration of other protective conservation measures. NMFS generally has one year after a species is proposed for listing under the ESA to make a final determination.

**1.3. Is this a one-time data collection, or an ongoing series of measurements?**

Ongoing series of measurements

**1.4. Actual or planned temporal coverage of the data:**

1973 to Present

**1.5. Actual or planned geographic coverage of the data:**

W: -84, E: -63, N: 48, S: 24

East Coast (Maine to Florida)

W: -130, E: -114, N: 49, S: 32

West Coast (Washington to California)

W: -99, E: -81, N: 30, S: 24

Gulf of Mexico

W: -180, E: -141, N: 73, S: 52

Alaska

W: -162, E: -152, N: 23, S: 17

Hawaii

**1.6. Type(s) of data:**

*(e.g., digital numeric data, imagery, photographs, video, audio, database, tabular data, etc.)*

web page - HTML

**1.7. Data collection method(s):**

*(e.g., satellite, airplane, unmanned aerial system, radar, weather station, moored buoy, research vessel, autonomous underwater vehicle, animal tagging, manual surveys, enforcement activities, numerical model, etc.)*

Instrument: Not Applicable

Platform: Not Applicable

Physical Collection / Fishing Gear: Not Applicable

**1.8. If data are from a NOAA Observing System of Record, indicate name of system:****1.8.1. If data are from another observing system, please specify:****2. Point of Contact for this Data Management Plan (author or maintainer)****2.1. Name:**

Lisa M Manning

**2.2. Title:**

Metadata Contact

**2.3. Affiliation or facility:**

NMFS Office Of Protected Resources

**2.4. E-mail address:**

Lisa.Manning@noaa.gov

**2.5. Phone number:**

301-427-8466

**3. Responsible Party for Data Management**

*Program Managers, or their designee, shall be responsible for assuring the proper management of the data produced by their Program. Please indicate the responsible party below.*

**3.1. Name:**

Lisa M Manning

**3.2. Title:**

Data Steward

**4. Resources**

*Programs must identify resources within their own budget for managing the data they produce.*

**4.1. Have resources for management of these data been identified?**

Yes

**4.2. Approximate percentage of the budget for these data devoted to data management (specify percentage or "unknown"):**

Unknown

## 5. Data Lineage and Quality

*NOAA has issued Information Quality Guidelines for ensuring and maximizing the quality, objectivity, utility, and integrity of information which it disseminates.*

### **5.1. Processing workflow of the data from collection or acquisition to making it publicly accessible**

*(describe or provide URL of description):*

Lineage Statement:

Visit the OPR website: <http://www.nmfs.noaa.gov/pr/species/esa/> for dataset lineage or contact the data set POC for additional information not available on the website.

#### **5.1.1. If data at different stages of the workflow, or products derived from these data, are subject to a separate data management plan, provide reference to other plan:**

### **5.2. Quality control procedures employed (describe or provide URL of description):**

To assure the quality of the biological, ecological, and other information that is used to develop the ESA Species Listing by NMFS in the implementation of the ESA Act, it is the policy of NMFS:

a. To require biologists to evaluate all scientific and other information that will be used to (a) determine the status of candidate species; (b) support listing actions; (c) develop or implement recovery plans; (d) monitor species that have been removed from the list of threatened and endangered species; (e) to prepare biological opinions, incidental take statements, and biological assessments; and (f) issue scientific and incidental take permits. This review will be conducted to ensure that any information used by the Services to implement the Act is reliable, credible, and represents the best scientific and commercial data available.

b. To gather and impartially evaluate biological, ecological, and other information that disputes official positions, decisions, and actions proposed or taken by the Services during their implementation of the Act.

c. To require biologists to document their evaluation of information that supports or does not support a position being proposed as an official agency position on a status review, listing action, recovery plan or action, interagency consultation, or permitting action. These evaluations will rely on the best available comprehensive, technical information regarding the status and habitat requirements for a species throughout its range.

d. To the extent consistent with sections 4, 7, and 10 of the ESA, and to the extent consistent with the use of the best scientific and commercial data available, use primary and original sources of information as the basis for recommendations to (1) place a species on the list of candidate species, (2) promulgate a regulation to add a species to the list of threatened and endangered species, (3) to remove a species from the list of

threatened and endangered species, (4) designate critical habitat, (5) revise the status of a species listed as threatened or endangered, (6) make a determination of whether a Federal action is likely to jeopardize a proposed, threatened, or

endangered species or destroy or adversely modify critical habitat; and (7) issue a scientific or incidental take permit. These sources shall be retained as part of the administrative record supporting an action and shall be referenced in all official Federal Register notices and biological opinions prepared for an action.

e. To collect, evaluate, and complete all reviews of biological, ecological, and other relevant information within the schedules established by the Act, appropriate regulations, and applicable policies.

f. To conduct management-level review of documents developed and drafted by Service biologists to verify and assure the quality of the science used to establish official positions, decisions, and actions taken by the Services during their implementation of the Act.

(<http://www.nmfs.noaa.gov/pr/pdfs/fr/fr59-24271.pdf>)

## 6. Data Documentation

*The EDMC Data Documentation Procedural Directive requires that NOAA data be well documented, specifies the use of ISO 19115 and related standards for documentation of new data, and provides links to resources and tools for metadata creation and validation.*

### 6.1. Does metadata comply with EDMC Data Documentation directive?

Yes

#### 6.1.1. If metadata are non-existent or non-compliant, please explain:

### 6.2. Name of organization or facility providing metadata hosting:

NMFS Office of Science and Technology

#### 6.2.1. If service is needed for metadata hosting, please indicate:

### 6.3. URL of metadata folder or data catalog, if known:

<https://inport.nmfs.noaa.gov/inport/item/29360>

### 6.4. Process for producing and maintaining metadata

*(describe or provide URL of description):*

Metadata produced and maintained in accordance with the NMFS Data Documentation Procedural Directive: <https://inport.nmfs.noaa.gov/inport/downloads/data-documentation-procedural-directive.pdf>

## 7. Data Access

*NAO 212-15 states that access to environmental data may only be restricted when distribution is explicitly limited by law, regulation, policy (such as those applicable to personally identifiable*

*information or protected critical infrastructure information or proprietary trade information) or by security requirements. The EDMC Data Access Procedural Directive contains specific guidance, recommends the use of open-standard, interoperable, non-proprietary web services, provides information about resources and tools to enable data access, and includes a Waiver to be submitted to justify any approach other than full, unrestricted public access.*

**7.1. Do these data comply with the Data Access directive?**

No

**7.1.1. If the data are not to be made available to the public at all, or with limitations, has a Waiver (Appendix A of Data Access directive) been filed?**

No

**7.1.2. If there are limitations to public data access, describe how data are protected from unauthorized access or disclosure:**

The data collected and described by ESA Species Listing is publicly accessible and applies the Endangered Species Act policies, guidance and regulations.

**7.2. Name of organization of facility providing data access:**

NMFS Office Of Protected Resources

**7.2.1. If data hosting service is needed, please indicate:**

Not Applicable

**7.2.2. URL of data access service, if known:**

<http://www.nmfs.noaa.gov/pr/listing/>

**7.3. Data access methods or services offered:**

Information can be obtain about ESA Species Listing from OPR intranet site: <http://www.nmfs.noaa.gov/pr/species/esa/>

**7.4. Approximate delay between data collection and dissemination:**

Not Applicable

**7.4.1. If delay is longer than latency of automated processing, indicate under what authority data access is delayed:**

Not Applicable

**8. Data Preservation and Protection**

*The NOAA Procedure for Scientific Records Appraisal and Archive Approval describes how to identify, appraise and decide what scientific records are to be preserved in a NOAA archive.*

**8.1. Actual or planned long-term data archive location:**

*(Specify NCEI-MD, NCEI-CO, NCEI-NC, NCEI-MS, World Data Center (WDC) facility, Other, To Be Determined, Unable to Archive, or No Archiving Intended)*

To Be Determined

**8.1.1. If World Data Center or Other, specify:**

**8.1.2. If To Be Determined, Unable to Archive or No Archiving Intended, explain:**

As the data collection of documents increase, we will begin considering other organizations to archive the information.

**8.2. Data storage facility prior to being sent to an archive facility (if any):**

NMFS Office Of Protected Resources - Silver Springs, MD

Electronic documents on the OPR internal network

**8.3. Approximate delay between data collection and submission to an archive facility:**

Unknown

**8.4. How will the data be protected from accidental or malicious modification or deletion prior to receipt by the archive?**

*Discuss data back-up, disaster recovery/contingency planning, and off-site data storage relevant to the data collection*

The NMFS OCIO is responsible for the IT security and contingency plan for data stored on their networks. The NOAA NMFS OCIO establishes procedures and policies required for the recovery and restoration of data destroyed or loss.

**9. Additional Line Office or Staff Office Questions**

*Line and Staff Offices may extend this template by inserting additional questions in this section.*